

## **EMERGENCY TELEPHONE SYSTEM BOARD**

### **MEETING February 16, 2006**

D.C. Art Weber, Chairman, called the McHenry County Emergency Telephone System Board to order February 16, 2006, at 9:07 AM at the Woodstock Police Department for a regular meeting.

**MEMBERS IN ATTENDANCE:** D.C. Art Weber, Chairman, Chief Andy Oparyk, Chief Ken Rydberg, Chief Jim Saletta, Captain Dave Shepherd, Commander Dennis Harris, Sgt. Bob Harper, Sgt. Jim Molnar, Sgt. Rich Solarz, and Director Barry Valentine.

**MEMBERS ABSENT:** Sgt. Dick Johns and John Shay

**STAFF IN ATTENDANCE:** Tiki Carlson, 9-1-1 Coordinator, Wileen Peterson, Admin Specialist, Robin Gibbs, Admin Specialist.

**VISITORS:** Mary Christiansen, ALPFD; Pat McCarthy and Brian Knop, MCSO; Mike Nowak and Kathy Kempe, SEECOM; Denise Wills, Huntley PD; Donna Mayberry and Nicole Gatuso, McHenry County Assessment Office; Bill Burton, Motorola; Cindy Amore, NIMC; Ken Kelgard, Jeff Young, and Jason Osborne McHenry County Highway Dept; Eric Fowler, Patrick Engineering.

**ADDITIONS OR CORRECTIONS TO THE MINUTES:** None

**MOTION:** by Barry Valentine, second by Chief Oparyk, to accept the January 19, 2006, minutes. All members present voted AYE. Motion passed.

**CORRESPONDENCE:** NONE.

**TREASURER REPORT:** The Treasurer's report was submitted. Balance as of January 31, 2006, was \$2,271,746.28 in the General Account.

**MOTION:** by Barry Valentine, second by Captain Shepherd, to accept the Treasurer's Report as submitted and place on file for future audit. A roll call vote was taken. Members voting AYE: Harper, Harris, Molnar, Oparyk, Rydberg, Saletta, Solarz, Shepherd, Valentine, and Weber. Members voting NAY: none. Motion passed.

**BILLS:** Board members reviewed the bills.

**MOTION:** by Barry Valentine, second by Captain Shepherd, to approve the 290001 expenditures in the amount of \$68,672.98 and 290100 expenditures in the amount of \$31,917.38, and 290100 JAILS PROJECT in the amount of \$6,309.69 for the month of January. A roll call vote was taken. Members voting AYE: Harper, Harris, Molnar, Oparyk, Rydberg, Saletta, Solarz, Shepherd, Valentine, and Weber. Members voting NAY: none. Motion passed.

**COMMITTEE REPORTS:**

**FINANCIAL:** No report

**TECHNICAL:** The T-1 between Johnsburg and McHenry will be installed soon. This will provide Johnsburg the ability to access LiveScan and LEADS 2000.

**PERSONNEL:** Will discuss after executive session

**TRAINING:** The next EMD class will be scheduled sometime in the fall.

**PSAP:** No report

**GRANT WRITING:** Barry advised the board the county has implemented an application that will allow for departments to research grants online.

**DISCUSSION:**

1. Donna Mayberry and Nicole Gatuso discussed with the board the direction the McHenry County GIS department is heading. Donna advised the members they have been allowed to provide copies of their GIS map to government entities at no cost. She also reviewed the GIS project from when it began, to where it is today, and what advancements have taken place. There is a Memorandum of Understanding that is signed by agencies when they obtain a copy of their map. Ariel photography is now Ortho rectified. There is a request for the sharing of data between the ETSB and the county, primarily the centerline data. The two departments will be meeting in the future to discuss how data will be used and shared.
2. Members of the McHenry County Division of Transportation addressed the board in regards to the Traffic Crash Reporting application they want to implement. They discussed the number of accidents that occur on the McHenry County roadways, and this system would allow for officers to electronically submit and gather data. Brian Knop from MCSO will load a laptop with the software and begin testing with our network.
3. E-Pay from cars for the Circuit Clerk Electronic Ticketing program will be available soon. This will allow officers to take credit card payment for tickets in their cars, and provide a receipt of payment.
4. The Emergency Ring Down Phone project has gotten to be quite involved in the respect of determining which agencies actually WANT the phones, who will use the phones, and are willing to assist in the process. After discussion with the board:

**MOTION:** by Chief Saletta, second by Barry Valentine, for the board to reimburse, with a paid invoice, up to \$1,200 per station, for the hardware and installation of an Emergency Ring Down phone. The phone line will be provided and paid for by the ETSB. A list of recommended vendors will be provided to the agencies. A roll call vote was taken. Members voting AYE: Harper, Harris, Molnar, Oparyk, Rydberg, Saletta, Solarz, Shepherd, Valentine, and Weber. Members voting NAY: none. Motion passed.

5. Tiki requested permission to purchase a Nextel phone to replace the pagers that are no longer being used.

**MOTION:** by Chief Rydberg, second by Sgt. Molnar, to purchase a Nextel phone and service. A roll call vote was taken. Members voting AYE: Harper, Harris, Molnar, Oparyk, Rydberg, Saletta, Solarz, Shepherd, Valentine, and Weber. Members voting NAY: none. Motion passed.

6. Annual Election of ETSB officers. D.C. Weber relinquished the meeting at this time to Chief Rydberg.

**MOTION:** Chief Rydberg moved to retain D.C. Weber as Chairman, seconded by Barry Valentine. No other nominations, nominations were closed. A roll call vote was taken. Members voting AYE: Harper, Molnar, Oparyk, Rydberg, Saletta, Solarz, Shepherd, Valentine, and Weber. Members voting NAY: none. Members Abstaining: Harris. Motion passed.

Chief Rydberg relinquished the meeting back to D.C. Weber.

**MOTION:** Chief Rydberg moved to elect Sgt. Johns as Vice Chairman, seconded by Chief Oparyk. No other nominations, nominations were closed. A roll call vote was taken. Members voting AYE: Harper, Molnar, Oparyk, Rydberg, Saletta, Solarz, Shepherd, Valentine, and Weber. Members voting NAY: none. Members Abstaining: Harris. Motion passed.

**MOTION:** Chief Rydberg moved to elect Chief Saletta as Secretary, seconded by Chief Oparyk. No other nominations, nominations were closed. A roll call vote was taken. Members voting AYE: Harper, Molnar, Oparyk, Rydberg, Saletta, Solarz, Shepherd, Valentine, and Weber. Members voting NAY: none. Members Abstaining: Harris. Motion passed.

#### **INFORMATION ITEMS:**

Sgt. Solarz inquired whether or not it was within the policy of the Emergency Telephone Notification System to use it to advise residents that census takers will be in the area, and they would be willing to pay for their usage. Upon further discussion, it was decided the policy needed to be reviewed, and a determination will be made then.

**EXECUTIVE SESSION: MOTION:** by Chief Rydberg, second by Sgt. Harper, to move into executive session to discuss personnel at 10:08 AM. All members present voted AYE. Motion passed.

**MOTION:** by Chief Rydberg, second by Sgt. Harper, to move out of executive session at 10:52AM. All members present voted AYE. Motion passed.

**MOTION:** by Chief Rydberg, second by D.C. Hallman, to increase the Mapping Technician's, Admin Specialist III, and the 9-1-1 Coordinator's pay by 3.5% per hour retro active to December 1, 2005. The Admin Specialist II pay is to be increased by 5% due to successful completion of the Employee Training Period, retro active to December 28, 2005. A roll call vote was taken. Members voting AYE: Harper, Harris, Molnar, Oparyk, Rydberg, Saletta, Solarz, Shepherd, Valentine, and Weber. Members voting NAY: none. Motion passed.

**MOTION:** by Chief Rydberg, second by Sgt. Harper, to adjourn. All members present voted AYE. Motion passed.  
Meeting adjourned at 11:04 AM

**The next meeting is Thursday March 16, 2006  
9:00 AM at Woodstock Police Department**

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# Coordinator's Report for February 16, 2006

## HTE APPLICATIONS-

- HTE sent a member of the Field Reporting migration team to McHenry County the beginning of the month. He was able to determine a number of issues that were across the board, not agency specific. He will be working on all the agencies building installation files, and this will allow the product to function properly. I am still pushing for HTE to send someone out for a week to finish the configuration on the FR Server, train on Mobile Flash, and facilitate a 2 day workshop for the FR agency administrators.
- The MCSO AS/400 has been installed, and will be in production on Friday. A full system backup will be performed today, and loaded on the new machine tomorrow. I met with the County IT staff to discuss the progress of the project. Bob McCallum was also present.
- HTE has been contacted regarding the DMS product and its use for CRIMES. The current issue is the intent of the licensing for the product, and the determining the legality of all agencies using it. It resides on the AS/400, but purchased within the JAILS which is an application that was purchased by the Sheriff's Department.
- ❖ Please verify ETrust Anti Virus signature updates are current! As a reminder, an issue was discovered with the FIREWALL from SP2 blocking the E-Trust Antivirus Signature updates. An email was sent out last week asking for all agencies to check that their updates were current. If you need assistance in adding the "exception" to the firewall, please let us know and we will email you the directions.
- ❖ If anyone is having issues with any applications, please contact the office and we will assist you best we can. Many laptop issues have been within the hardware itself, which is not something we currently provide support on.

## PSAP/911-

- ✚ McHenry PD is scheduled to go live with Plant February 22<sup>nd</sup>. MCSO is installed, and Bob Hahn is working on the configuration. Woodstock is installed, and waiting on the configuration process which will be addressed when MCSO is complete.
- ✚ Plant is sending an engineer to our site to review the system. Magic Enterprise training for Wileen and me will be the end of next week.

## NETWORK / VERIZON-

## CORRESPONDENCE-

- Huntley FD, Cary FD, Woodstock FD, and Crystal Lake FD requesting MDB and air cards.

## MISCELLANEOUS INFORMATION –